



**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF JUNE 15, 2011 MEETING**

7:30 p.m.
Room 128, Town Hall

NEXT COMMITTEE MEETING: Wednesday, July 13th, 2011
 Acton Town Hall, Rm 128, 7:30 p.m.

Present: Ann Sussman (Chair), Holly Ben-Joseph (Vice-Chair), David Honn, Kim Montella, David Clough (partial)

Meeting was called to order at 7:40 p.m.

The meeting minutes from May 18th were reviewed and approved with minor changes.

ACTION ITEM:

Holly will make the revisions and email to the town, IT department and BOS for filing and posting.

We continued to work on revising the wording for the DRB's charter for resubmittal to the BoS. Ann will email the revised Charter and Guidelines to the BoS for review.

3 members need to re-up this year - David Honn, Ryan Bettez (planning board alternate), and Conor Nagel as an associate member. This needs to go on the BoS agenda, and the list of members to the Clerk.

At the next meeting we will review the charter and work on changes to include multi-family housing.

We reviewed the Committee Goals Worksheet with David C., some goals for the committee could be to work with the building Dept. to see how the DRB can be included in the software for tracking building/construction software. Ideally, the DRB would be inserted at the earlier stages of the process.

The July 6th meeting was cancelled.

Meeting Adjourned at : 9:00.

Respectfully Submitted by:

Holly Ben-Joseph